



RECRUITMENT ANNOUNCEMENT

Seasonal Supervisor

2016 Season

Date:
February 5, 2016

Closing Date:
Open Until Filled

General Duties:

Supervise, train and coordinate the daily work of Summer Laborers in the Streets or Parks Maintenance Division. Address and resolve complaints and/or problems that occur on shift. Also perform manual labor.

Requirements:

- Must be at least 18 years old, a high school graduate or have a GED on your first day of employment.
- Must have a valid Michigan driver license and a good driving record (based on City of Troy standards).
- Must pass a pre-employment physical including drug screen.
- Must provide your own STEEL-TOED shoes when you start work.
- Must be available to work from April until October (Parks Division), or approximately May until August (Streets Division).
- Must be able to work well with others, communicate expectations and give clear instructions.
- Strongly prefer previous supervisory experience.

Job Duties (including but not limited to): *Please indicate division preferences on your application.*

Parks Division:

Supervise employees performing athletic field maintenance, monitoring parks and performing park maintenance.

Afternoon Shift: 2:30 PM - 11:00 PM, Monday – Friday

Weekend Shift: 7:00 AM - 8:00 PM, Saturday & Sunday

Streets Division:

Supervise employees trimming weeds and tall grass at overpasses, bridges, and retention ponds. Also coordinate the work of temporary employees who support division activities in street, drain and sign maintenance.

Regular Shift: 7:00 AM – 3:30 PM, Monday – Friday

Hours: 24 - 40 hours per week.

Parks Division: Afternoon Shift is 40 hrs/week; Weekend Shift is 24 hrs/week (*with the option to work 2 additional weekday shifts 7:00 AM -3:30 PM*).

Streets Division: 40 hrs/week.

Assignment in the Streets Division is for four (4) months, May through August.

Assignment in the Parks Division is for seven (7) months, April through October.

Wage: \$12.50 - \$13.50/hour

Application Deadline: Applications accepted until all positions are filled.

Apply:

Applications are available at www.troymi.gov/jobopenings and can be sent to apply@troymi.gov or turned into the Human Resources Department located at 500 W. Big Beaver Road, Troy, MI 48084, or you may call (248)524-3341.

Your application is part of the review process; be sure it is complete.

AN EQUAL OPPORTUNITY EMPLOYER

The City of Troy does not discriminate against persons with disabilities in employment or the provision of services. If you have a disability and may need accommodation in order to participate in this process, please contact the Human Resources Department at least two (2) working days in advance of the date needed. An attempt will be made to make reasonable accommodation.